

# **Agenda for the Laser Safety Committee meeting**

## **March 27, 2014, 3:30pm**

- Revised charter for the LSC (Greta)
  - Suggestions for new LSC chair (Marc)
  - Laser interlock checks (Greta)
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## **LSC meeting minutes March 27, 2014**

Present:

Bob Fairchild, Greta Toncheva, Quang Le, Mike Carr, Marc Hertlein, Jerry Bucher, David Kestell

- **Revised charter for the LSC**

The charter for the Laser Safety Committee has not been revised in nearly 9 years. Greta and Jim Floyd have suggested revising and updating the document. The current and new proposed versions of the charter are attached at the end of these minutes. The current charter can also be found at <http://www.lbl.gov/ehs/sac/subcomms/lasersafety/charter.pdf>

Here is an overview of the proposed changes:

- The original document contains wording that refers to the SRC committee, which is now the SAC committee. The new document corrects this and clarifies some wording referring to the LSC.
- The wording for LSC membership requirements is changed slightly. The requirement of 4 scientists/engineers and the LSO remain.
- Decisions of the LSC are commonly made by consensus, so formal voting regulations are no longer necessary.
- An annual report by the LSC chair to the SAC committee is now formally required, as opposed to being optional on request. This is intended to improve information exchange with the SAC.
- The formal LSC meeting frequency of once every 3 months is now relaxed, and full meetings may be scheduled by the LSC chair as necessary. It was felt that some smaller issues do not require formal meetings, and can be resolved as easily through email or virtual meetings.

Jim Floyd had made a suggestion to rename the committee "Laser Safety Panel". There were no strong opinions either way on this suggestion. Currently the LSC group is still a formal sub-committee of the SAC.

Eddie Ciprazo noted that the UC Berkeley Laser safety panel is a faculty oversight committee, with 4+ faculty/staff members who are laser users, and student representation from among the grad students

and undergrads. Its members are somewhat more invested in the committee there since they are laser users who feel the committee's decisions directly affect them.

- **Search for new LSC chair**

This is the last LSC meeting chaired by Marc Hertlein. Joel Ager has agreed to serve as interim chair of the LSC until a replacement is found.

- **Laser interlock checks**

Greta proposed the idea of changing the frequency of required laser interlock checks from "every 6 months" to "at least annually". The ANSI standard requires "periodic" checks. This is at the suggestion of Patrick Bong who is writing the laser interlock program for the WPC. The intent is to bring these checks into line with the new upcoming work planning system, and simply have them appear as part of the annual WPC reviews. The idea is that this makes it easier for laser users to expect and schedule the required checks, and that compliance will increase as a result.

- Accelerator radiation interlocks at LBL are currently checked annually, as are the interlocks at the BELLA laser system. Greta benchmarked three other DOE labs: SLAC - "check at least annually", LLNL - "at least annually", NREL - "every 6months".
- Greta will invite Patrick Bong to give a presentation on this subject at the next LSC meeting
- Greta mentioned that the proposed change does not change requirements or approval processes for new interlock systems.
- Jerry Bucher noted that one should check whether a yearly interlock check is sufficient, since we want to ensure that defects in the interlock systems are caught and addressed in a timely manner. (This would depend on the average failure rate and type of failure of the interlock systems)

- **Additional topics**

- As reported by Jerry, it is still quite cumbersome for affiliates or UC students to get laser eye exams for laser work at LBL. Greta is looking at possible ways to formally change the official rules so that the eye exam would be no longer required.

Background: The most recent ANSI standard no longer makes eye exams a requirement (I believe advances have made these exams no longer medically necessary), but for historical reasons LBL currently still needs to adhere to the language of the year 2000 laser ANSI 136.1 standard, which includes requirements for laser eye exams.

- Mike Carr gave us a heads up that there will be a lab-wide LBL laser safety program review in June.

# LASER SAFETY COMMITTEE CHARTER

## November, 2005

### Function

The Safety Review Committee (SRC) performs research for and makes recommendations to the Laboratory Director on the development and implementation of Environment, Safety, & Health (ES&H) policy, guidelines, codes, and regulatory interpretation. To properly execute its responsibilities under this charter, the SRC Chair may appoint expert sub-committees to address specific health and safety matters. The Laser Safety Committee (LSC) is one of the SRC expert sub-committees.

The Laser Safety Committee recommends policies and practices regarding the conduct and regulatory compliance of laser-related work at LBNL, including the EH&S Laser Safety Program., Pub. 3000 items related to laser safety, and requests by EH&S for input on laser safety issues. This Committee may also discuss and study issues brought to them by LBNL and EH&S staff, Laboratory and/or Division management, with the approval of the SRC Chair.

### Membership/Composition

The Chair of the SRC appoints the LSC Chair. LSC members are selected from LBNL staff having experience directing or otherwise being involved in experiments using lasers. Participation by research scientists and engineers is important to the functioning of the Committee. Division Directors nominate members of their organizations to the SRC Chair, with the formal appointment made by the LBNL Laboratory Director. Appointments are made for a term of two years, with possible unlimited renewal. The Committee membership consists of at least 4 research investigators and 2 EH&S subject matter experts, including the Laser Safety Officer and the head of the Radiation Protection Group. Other experts (from institutions such as UC Berkeley, DOE, or other National Laboratory staff) are encouraged to attend the meetings and contribute to the discussions, but they have no vote.

### Meetings

Meetings will be held as necessary, but at least every 3 months. When members are unable to attend, substitutes may be designated to attend specific meetings. If a member misses 3 meetings during a calendar year, the LSC Chair will contact the member's Division Director or Department Head to ask that a replacement be nominated. The LSC Chair will designate a recording secretary. Minutes shall be recorded for every meeting. The Committee will submit a report of activities and recommendations to the SRC when requested by the SRC Chair.

Each Committee member shall have one vote. While consensus is desired, contested decisions will be decided by simple majority vote. If an LSC member is absent, his/her designated substitute may vote.

### Provision for Amendment

The Laser Safety Committee Chair or the SRC may submit to the SRC Chair any recommendations for the amendment of this charter.

## (Proposed) LASER SAFETY COMMITTEE CHARTER (or Laser Safety Panel Charter)

March / April, 2014

### Function

The Laser Safety Committee (LSC) is an expert sub-committee of the LBL Safety Advisory Committee (SAC). The LSC provides recommendations and advice to the LBNL Laser Safety Officer (LSO) on policies and practices regarding the safe conduct and regulatory compliance of laser-related work at LBNL. The goal of the Committee is to assure effective integration of these policies and practices into the research conducted at LBNL. This Committee may discuss and study issues brought to them by LBNL and EH&S staff, Laboratory and/or Division management.

Background: The SAC makes recommendations to the Environment, Health, and Safety (EH&S) Division Director on the development and implementation of Environment, Safety, and Health (ES&H) policy, guidelines, codes, and regulatory interpretation. It conducts reviews of special safety problems, and provides recommendations for possible solutions to the Laboratory Director, Associate Laboratory Director for Operations (ALDO)/Chief Operating Officer (COO), and/or the EH&S Division Director as requested. The SAC Chair may appoint expert subcommittees to address specific health and safety matters. The LSC is one such committee.

### Membership/Composition

The Chair of the SAC appoints the LSC Chair. Division Directors may nominate members of their organizations to the SAC Chair. The LSC Chair selects members from LBNL staff who have experience directing or are otherwise involved in experiments using lasers.

Participation by research scientists and engineers is crucial for the proper functioning of the Committee. Appointments and membership are for a term of two years, with the possibility of unlimited renewal. The Committee membership must consist of at least 4 scientists and engineers and the Laser Safety Officer. Representation that is reflective of the broad laser research community is desired. Other experts (from institutions such as UC Berkeley, DOE, or other National Laboratory staff) are encouraged to attend the meetings and contribute to the discussions.

### Meetings

Meetings or discussions will be scheduled when relevant questions, initiatives or problems arise. The format of these meetings may vary depending upon the topics and may consist of in-person meetings or other alternate methods (such as teleconference or email exchange). When members are unable to attend, substitutes may be designated to attend specific meetings. In case of member inactivity, the LSC Chair may contact the member's line management to ask that a replacement be nominated. Minutes must be recorded for every meeting.

The LSC Chair, or designee, must present a report on Committee activities at a SAC meeting, at least annually.

### Provision for Amendment

The LSC Chair or a SAC member may submit to the SAC Chair recommendations for the amendment of this charter.